Swivelpole™ Self-assembly and pole conversion system

User Manual

Swivelpole™ R11, R12 and R13 for self-assembly of lowering poles on greenfield projects or conversion of non-lowering poles on brownfield facilities. Range to suit existing pole sizes from DN32 to DN50.

Before installation please ensure you have read the Installation & Operation guides for individual products.

Copies of general assembly drawings are available online www.swivelpole.com

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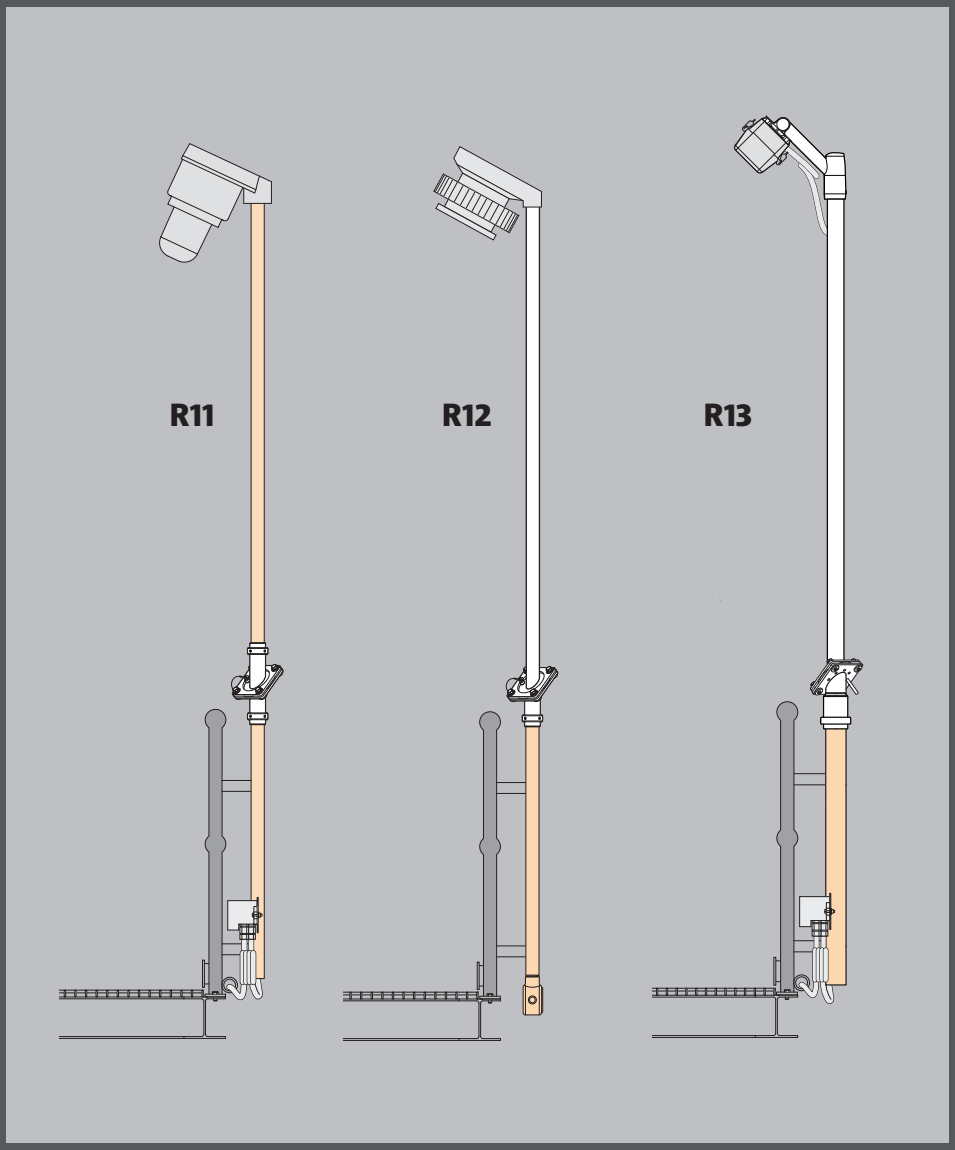
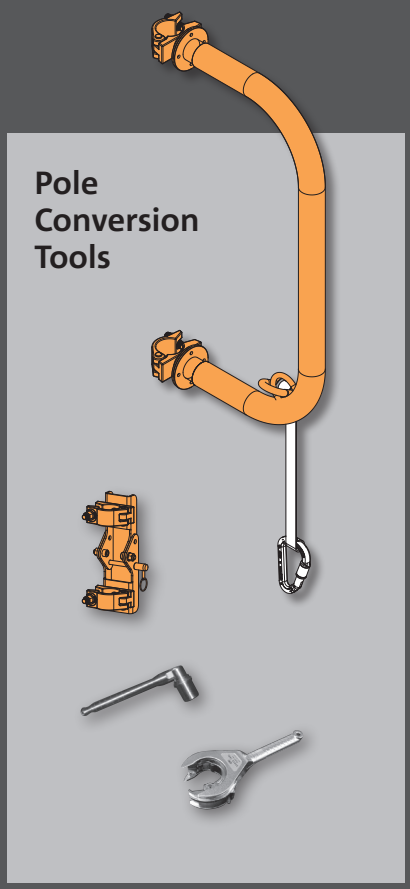




- Allows efficient conversion of non-lowering poles to a Swivelpole™ without disturbing the integrity of the existing wiring system or the T-fitting.
- Allows use of existing cable.

Swivelpole™ Pole Conversion Tools

For safe and efficient conversion of non-lowering light poles.

The **Swivelpole**™ pole conversion tool clamps to and safely supports the light pole, which is cold cut with a ratchet pipe cutter, eliminating the need for hot work permits.

The mid hinge is then bolted midway between the pole sections, and the pole conversion tool removed. This allows lowering of the pole top without the need to disturb the integrity of the existing wiring system.

The **Swivelpole**™ R11, R12 or R13 then simply slips onto the existing pole and the pole is ready for service.

All work takes place at platform level eliminating the risks of working at heights.

Tools recommended for installation of R11, R12 and R13 models

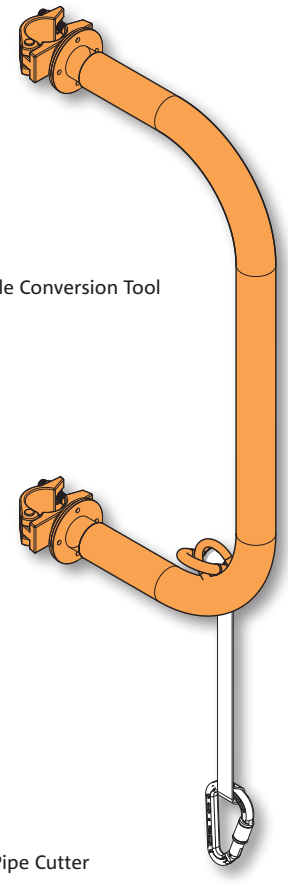
Conversion Tool Kit

For disconnection at fixture

Ordering Information

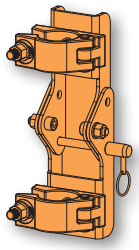
To suit Pole Size			Conversion Tool Kit	Includes Pole Conversion Tool	Includes Mid Hinge
NPS	DN	OD	Ordering Code	Product Code	Product Code
1¼"	32	42.4	**RAK2-PCT-32**	RA-MH-PCT-32	RA-MH-32
1½"	40	48.3	**RAK2-PCT-40**	RA-MH-PCT-40	RA-MH-40
2"	50	60.3	**RAK2-PCT-50**	RA-MH-PCT-50	RA-MH-50

* All Kits include	Product Code
1 x Riggers Bag	RA-RGB-01
1 x Ratchet Pipe Cutter	RA-RPC-01
3 x Spare blades	RA-RPC-01-SB
1 x Socket wrench	RA-SKWR



Pole Conversion Tool

Mid Hinge



Ratchet Pipe Cutter

Socket Wrench

Interchangeable Pole Clamps

Kits come with the pole clamp sizes as indicated in the ordering code. Other sizes can be ordered to accommodate different pipe sizes.

Ordering Information

To suit Pole Size			Ordering Code	
NPS	DN	OD	Pole Conversion Tool clamp set	Mid Hinge clamp set
1¼"	32	42.4	**RA-IPC-32**	MH-IPC-32
1½"	40	48.3	**RA-IPC-40**	MH-IPC-40
2"	50	60.3	**RA-IPC-50**	MH-IPC-50

Note: Tools are available for conversion of PVC coated poles.

CAD drawings available online: swivelpole.com

USER GUIDE

Before installation please ensure you have read Swivelpole™ Installation & Operation Guide – **Importance of Safe Swivel™ joint orientation and Operation and safety information**. This guide should be followed to ensure the Swivelpole™ is assembled and installed safely and correctly.

Copies of general assembly drawings are available online www.swivelpole.com

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Swivelpole™

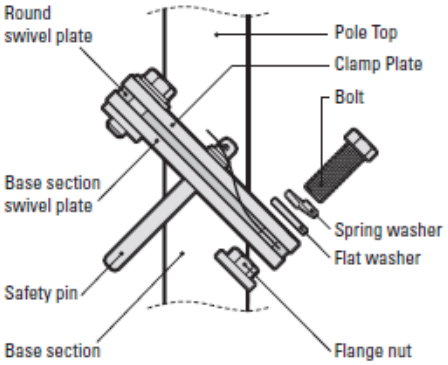
Swivelpole™ R11 - Safe Swivel™ joint

Self-assembly of lowering poles and conversion of non-lowering poles

Isolation of power
Onsite safety working procedures should be followed to locate and isolate power circuits at the switchboard.

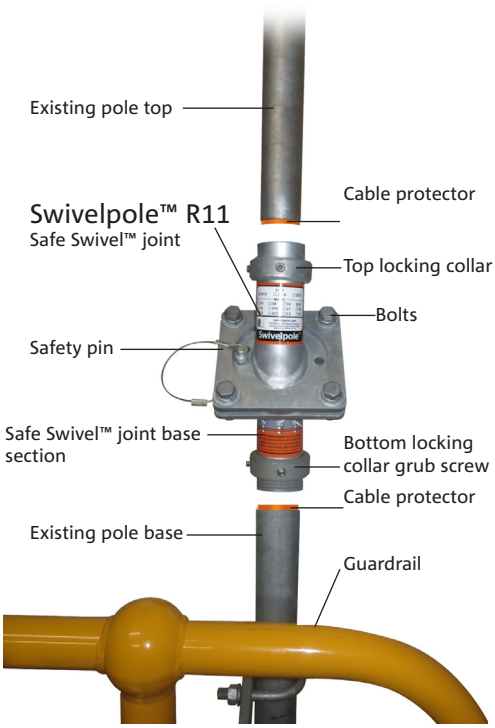
Conversion of non-lowering poles
Swivelpole™ recommends the use of its Pole Conversion Tools to ensure safe conversion of non-lowering poles.

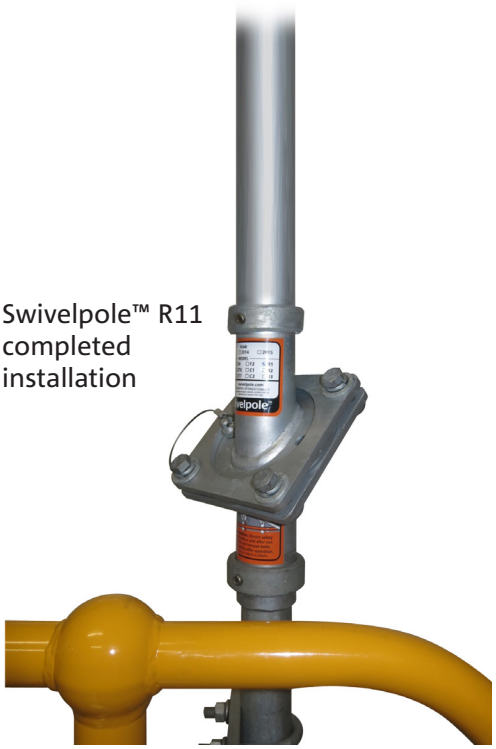
Refer to **Swivelpole™ Pole Conversion Tools User Guide** (see overleaf) and follow steps 1 to 6.



Installing the Swivelpole™ R11 Safe Swivel™ joint

1. Fit the cable protectors into the cut ends of the pole.
2. Route the electrical cable through the components.
3. Fit the base section of the Safe Swivel™ joint over the existing pole base.
4. Tighten the bottom locking collar set screws – do not fully tighten at this point.
5. Swivel the top section of the Safe Swivel™ joint at 90 degrees to the base section.
6. With one person holding the pole top horizontally, slide the pole top into the top of the Safe Swivel™ joint.
7. Rotate the Safe Swivel™ joint section to the desired orientation (see **Importance of Safe Swivel™ joint orientation**).
8. Tighten the top locking collar set screws – do not fully tighten at this point.
9. At this point, the Swivelpole™ will be self supporting.
10. Raise the pole top, guiding it as it swivels to the upright position.
11. Insert the safety pin.
12. With the pole top in the upright position, mark the pole in the direction the fixture is to face and lower it again to fit the luminaire mount.
13. To lower, remove the safety pin and swivel the pole top down to a safe working height and insert the safety pin.
14. Fit the luminaire mount as per marked position on the pole top. Tighten the grub screws to a torque setting of 17Nm to 20Nm.
15. Fit the fixture and complete termination.
16. Raise the Swivelpole™ and insert the safety pin.
17. Tighten the bolts evenly to a torque setting of between 40Nm and 80Nm.
18. Tighten the bottom locking collar grub screws to a torque setting of 40 and 60Nm.
19. Swivelpole™ conversion is now complete and ready for operation.





Swivelpole™ R11 completed installation

Before installation please ensure you have read Swivelpole™ Installation & Operation Guide – **Importance of Safe Swivel™ joint orientation and Operation and safety information**. This guide should be followed to ensure the Swivelpole™ is assembled and installed safely and correctly.

Copies of general assembly drawings are available online www.swivelpole.com

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UL1598
CSA C22.2 No.250

Swivelpole™

Swivelpole™ R12, R13 - Safe Swivel™ joint with pole top

Self-assembly of lowering poles and conversion of non-lowering poles

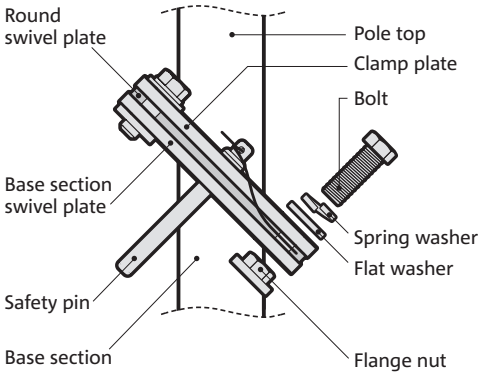
Isolation of power
Onsite safety working procedures should be followed to locate and isolate power circuits at the switchboard.

Conversion of non-lowering poles
Swivelpole™ recommends the use of its Pole Conversion Tools to ensure safe conversion of non-lowering poles.

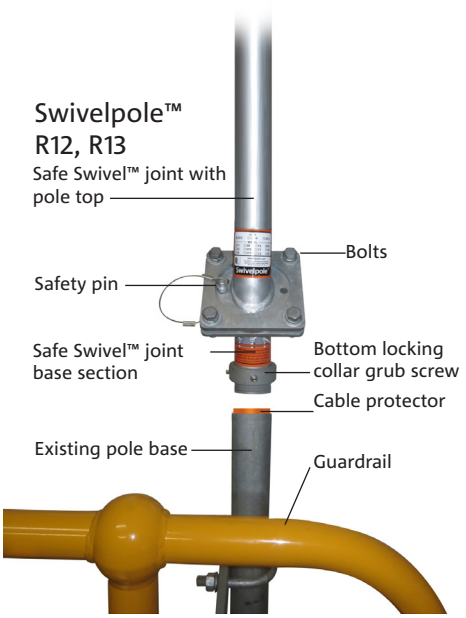
Refer to **Swivelpole™ Pole Conversion Tools User Guide** (see overleaf) and follow steps 1 to 6.

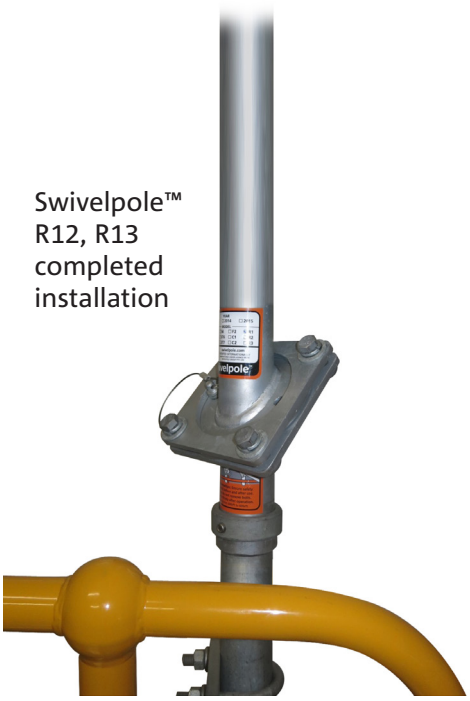
Installing the Swivelpole™ R12, R13 Safe Swivel™ joint with pole top

1. Fit the cable protectors into the cut end of the pole base.
2. Route the electrical cable through the components.
3. Swivel the pole top at 90 degrees to the base section.
4. With one person holding the pole top horizontally, slide the Safe Swivel™ joint base section over the existing pole base.
5. Rotate the Safe Swivel™ joint section to the desired orientation (see **Importance of Safe Swivel™ joint orientation**).
6. Tighten the locking collar grub screws – do not fully tighten at this point.
7. At this point, the Swivelpole™ will be self supporting.
8. Raise the pole top, guiding it as it swivels to the upright position.
9. Insert the safety pin.
10. With the pole top in the upright position, mark the pole in the direction the fixture is to face and lower it again to fit the luminaire mount.
11. To lower, remove the safety pin and swivel the pole top down to a safe working height and insert the safety pin.



12. Fit the luminaire mount as per marked position on the pole top. Tighten the grub screws to a torque setting of 17Nm to 20Nm.
13. Fit the fixture and complete termination.
14. Raise the Swivelpole™ and insert the safety pin.
15. Tighten the bolts evenly to a torque setting of between 40Nm and 80Nm.
16. Tighten the bottom locking collar grub screws to a torque setting of 40 and 60Nm.
17. Swivelpole™ conversion is now complete and ready for operation.





USER GUIDE

Before installation please ensure you have read Swivelpole™ Installation & Operation Guide – **Importance of Safe Swivel™ joint orientation and Operation and safety information**. This guide should be followed to ensure the Swivelpole™ is assembled and installed safely and correctly.

Copies of general assembly drawings are available online www.swivelpole.com

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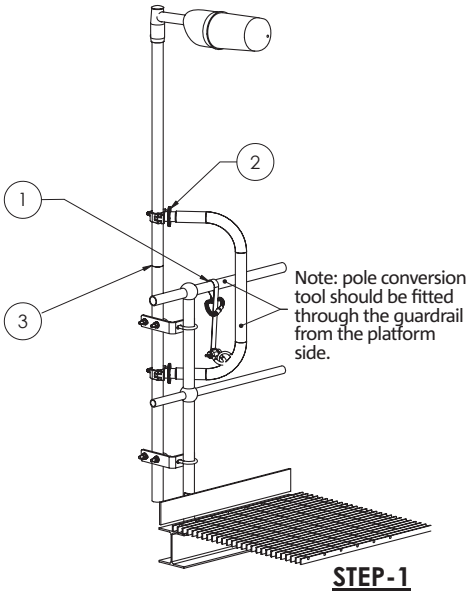
Swivelpole™ Pole Conversion Tools

For safe and efficient conversion of non-lowering poles

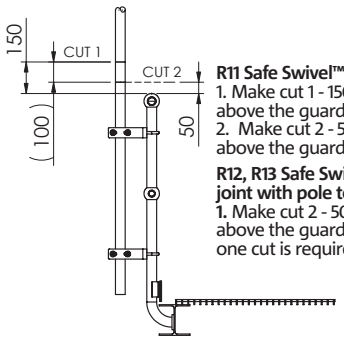
Isolation of power
Onsite safety working procedures should be followed to locate and isolate power circuits at the switchboard.

Conversion of non-lowering poles
Swivelpole™ recommends the use of its Pole Conversion Tools to ensure safe conversion of non-lowering poles.



STEP-1

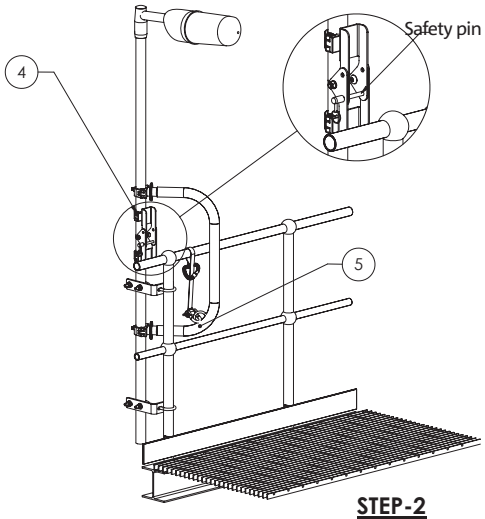
1. Ensure safety lanyard is secured to the guardrail.
2. Clamp pole conversion tool to light pole. Note: pole conversion tool should be fitted through the guardrail from the platform side.
3. Cut light pole to required height using ratchet pipe cutter (see instruction). To keep the same installed height of the original stanchion pole, you will need to make a second cut to ensure that the cable can be re-terminated (step 4). Measure where the two cuts will be and cut the highest one first.



R11 Safe Swivel™ joint
1. Make cut 1 - 150mm above the guardrail.
2. Make cut 2 - 50mm above the guardrail

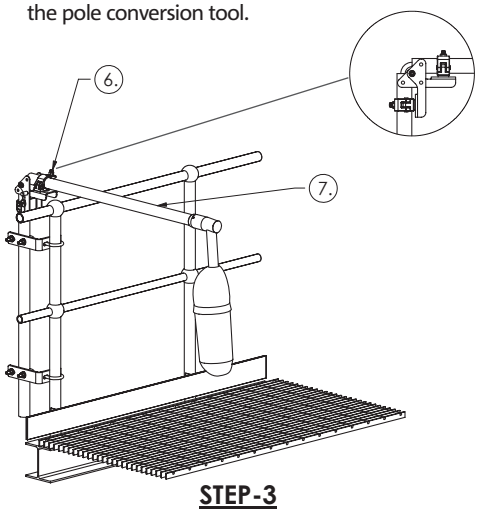
R12, R13 Safe Swivel™ joint with pole top
1. Make cut 2 - 50mm above the guardrail (only one cut is required)

POLE CUTTING DETAIL



STEP-2

4. Clamp the mid hinge centrally to the cut. Ensure safety pin is inserted.
5. After safely clamping on the mid hinge, remove the pole conversion tool.

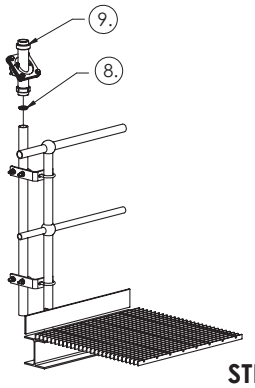


STEP-3

6. Remove the safety pin from the mid hinge and lower the pole top section as shown. Replace the safety pin to secure in lowered position.
7. Cut the cable protectors before fitting into the cut pipe ends. Disconnect cable at fixture or junction box and remove pole top section.

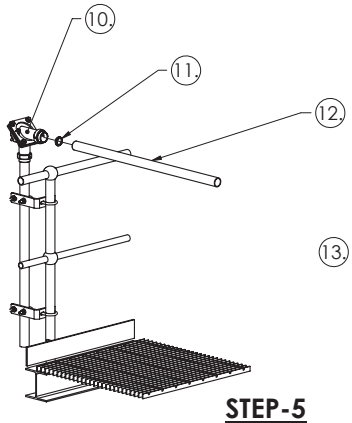
Cable protector

Section view - cable protector.
Cut cable protector to allow for fitting around cable.



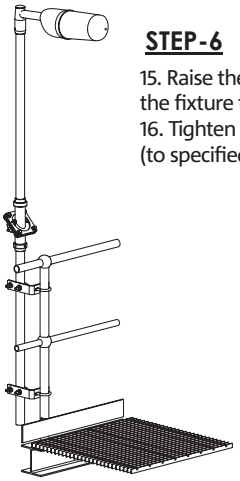
STEP-4

8. Place cable protector to pole base.
9. Place the Safe Swivel™ joint base section over the existing pole base.



STEP-5

10. Swivel the Safe Swivel™ joint top section down to 90°
11. Place cable protector to pole top.
12. Slide the pole top into the Safe Swivel™ joint top section and apply some tension to the top locking collar and install fixture (electrical cable can be rerouted through prior to this step).
13. Rotate the Safe Swivel™ joint base section to the desired position and tighten bottom locking collar (see Safe Swivel™ joint orientation instruction)



STEP-6

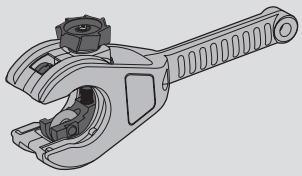
15. Raise the pole top and adjust the fixture to the correct position.
16. Tighten all grub screws (to specified torque).

OPERATING INSTRUCTIONS RA-RPC-01

Ensure you have read and understood the step by step directions on using the Retrofit Assist Kit.

Caution: Ensure safety lanyard is connected to guardrail and PCT clamps are tight.

Technical enquiries: info@swivelpole.com

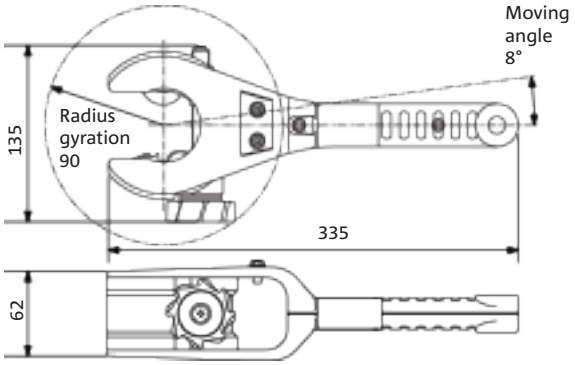


Swivelpole™

Ratchet Pipe Cutter RA-RPC-01

The Ratchet Cutter is designed to allow easy cutting in tight spaces. Cutting is possible with just an 8° swing of the handle.

As the handle grip is moved forward and backward the rotary head turns and automatically feeds the cutting blade until pipe is cut.

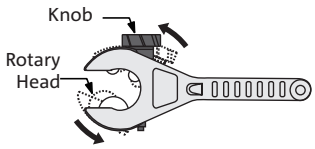


Max diam cut - 66 mm
Max wall thickness
- Carbon steel - 3.8mm
- Stainless steel - 1.5mm

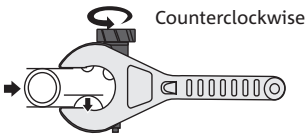
Supplied with 3 spare blades. If used in accordance with instructions and cutting lubricant, blades can last in excess of 50 cuts.

How to use

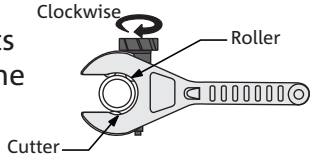
1. Before use, ensure any PVC coating is removed before cutting.
2. Turn the rotary head to fit the main body and the opening section of rotary head.



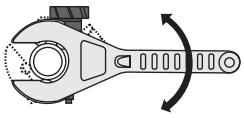
3. If cutter interferes with inserting pipe in the opening, turn the knob and move the cutter until pipe can be inserted.



4. Fit the pipe on the roller, turn the knob until it gets a little tight, and pinch the pipe with the cutter. Do not over tighten.

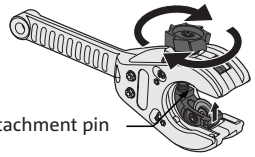


5. If you move the grip forward and backward, rotary head turns and with automatic cutter feeding mechanism, pipe is cut.

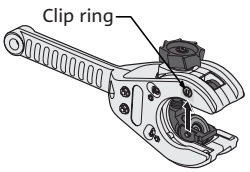


How to change cutter

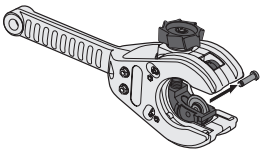
1. Turn knob until attachment knob can be seen.



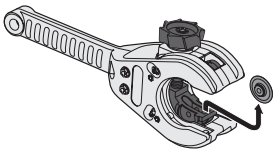
2. Remove clip ring.



3. Remove attachment pin.



4. Remove cutter.



Installation is in an opposite manner.

Be sure to apply grease (molybdenum grease) to attachment pin when cutter is changed.

Caution - To avoid blade failure:
- Ensure that the tool is cutting straight.
- Apply cutting oil to blade prior to each cut.
- Do not exceed 90° movement of handle grip in each backward and forward stroke.

INSTALLATION & OPERATION GUIDE

The patented **Swivelpole™** allows controlled lowering of the pole into a safe and comfortable working position. This guide should be followed to ensure the **Swivelpole™** is assembled and installed safely and correctly so it works to its optimum performance.

Copies of general assembly drawings are available online
www.swivelpole.com

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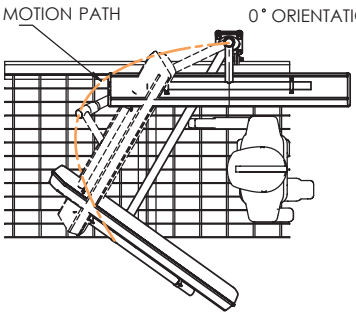
Swivelpole™

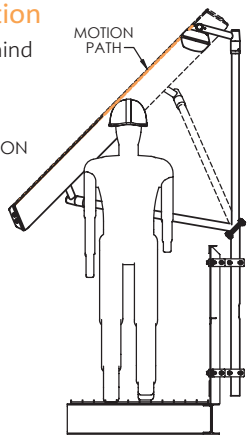
Safe Swivel™ joint orientation

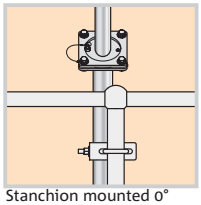
Important: Safe Swivel™ joint allows clockwise or anti-clockwise orientation at any degree from the guardrail, with lowering operation to either side to clear any obstruction to either side.

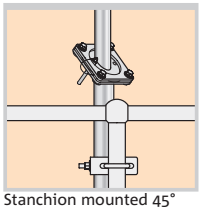
0° Safe Swivel™ joint orientation

Orientation clearing obstruction behind the guardrail and to the right side.



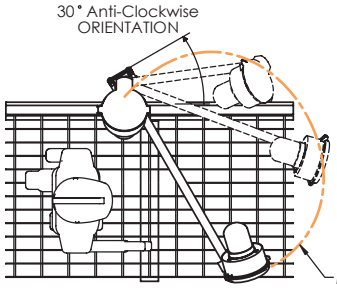


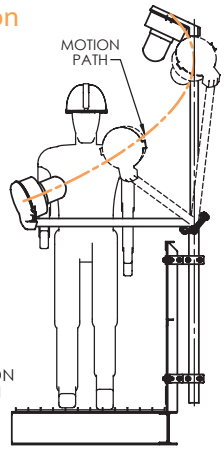

Stanchion mounted 0° orientation


Stanchion mounted 45° anti-clockwise orientation

30° Safe Swivel™ joint orientation

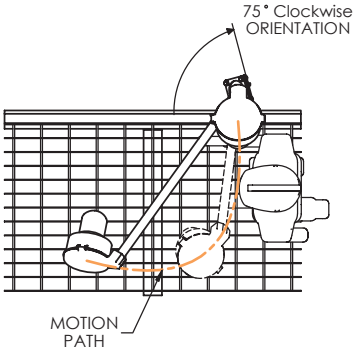
Anti-clockwise orientation clearing obstruction to the left side.

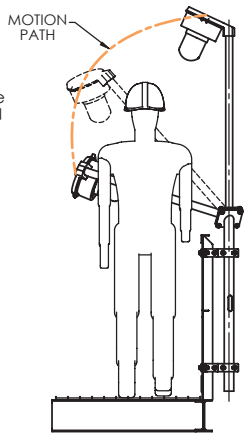


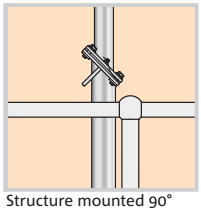


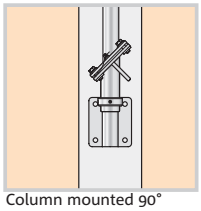
75° Safe Swivel™ joint orientation

Clockwise orientation clearing obstruction behind the guardrail and to either side.



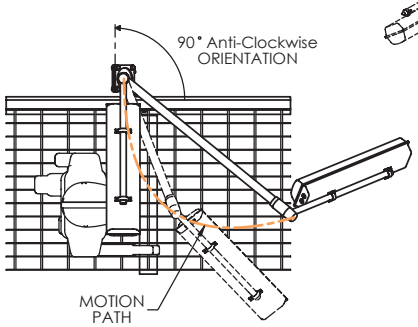


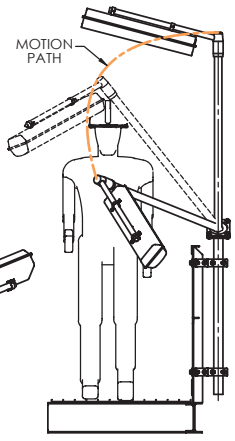

Structure mounted 90° anti-clockwise orientation


Column mounted 90° clockwise orientation

90° Safe Swivel™ joint orientation

Anti-clockwise orientation clearing obstruction behind the guardrail and to the right side.





Operation and safety information

These guides are to be followed in conjunction with your worksite procedures, safety rules and regulations.

To lower Swivelpole™:

1. Ensure safety pin is inserted.
2. Loosen - **but do not remove** - bolts so the top section lowers with some resistance on the clamping plate. This allows safe and controlled lowering action for one-person operation.
3. Whilst holding the pole top with one hand, retract the safety pin and lower it to a comfortable working position.
4. Insert the safety pin.

To raise Swivelpole™:

1. Retract the safety pin.
2. Push the pole top, guiding it as it swivels to the upright position.
3. Insert the safety pin.
4. Tighten the bolts evenly to a torque setting of between 40Nm and 80Nm.

Tool and material requirements

Swivelpole™ assembly

- A torque wrench.
- Allen keys to suit: M8 grub screws - use for light mounts. M10 or M12 grub screws - use for Retrofit locking collars.
- Multi-purpose grease for Safe Swivel™ joint.

Maintenance and inspection

- Ensure the product operation label remains visible and legible.
- Visually check the Swivelpole™ for any signs of damage and report findings.

Customer Service

Swivelpole™
Email: sales@swivelpole.com
swivelpole.com

Product warranty. All equipment and goods are warranted by the seller to be free from defects in material and workmanship for five (5) years from the date of shipment. This warranty does not apply to equipment or goods which are misused, or abused, or damaged from installation, or not used in accordance with seller's instructions. Normal wear of equipment or goods is not included in this warranty. No responsibility will be taken for any modifications, alterations or additions to the standard product design. This includes exceeding recommended maximum weights for any fittings or exceeding the installed height.

Patented. Swivelpole™ products are manufactured under licence.
Patents include US patent No. 6957832 and Australian patent No. 767949